

MEETING MINUTES
LASSEN COUNTY CHILDREN AND FAMILIES COMMISSION
Thursday, December 6, 2001

**Barry Creek Meeting Center, 1345 Paul Bunyan Road, Suite B
Susanville, California**

Commission Members Present: Jim Chapman, Yvonne O'Neill, Betsy Elam, Dave Jones, Karol Merten, Bobby Malone, Janice Irvin

Members Absent: Patsy Jimenez

Staff to the Commission: Laura J. Roberts

Visitors Present: Barbara Tiner, Jerry Abts, Kathleen Colvin

1. **Call to Order:** Vice Chairperson, Bobby Malone, sitting as Chairperson, called the meeting to order at 1:30 p.m. The Chairperson welcomed all present. All members of the Commission, and visitors introduced themselves.
2. **Approval of Minutes:** The minutes of the November 1st, 2001 meeting were presented. A correction was made to the membership section of the minutes. Dave Jones moved that the minutes be approved as corrected. Betsy Elam seconded the motion. Karol Merten abstained from voting as she was absent from the November meeting. All other members present voted to approved the minutes as corrected.
3. **Public Hearing on State Commission Annual Report:** The public hearing on the annual report was declared open at 1:35 p.m.by Vice Chairperson Bobby Malone. The annual report was presented and discussed. There were no questions or comments concerning the report. The hearing was declared closed at 1:50 p.m. Karol Merten moved that the State Commission Annual Report be accepted as presented, Yvonne O'Neill seconded the motion, and the motion was passed unanimously by the Commission members present.
4. **Fiscal Report:** The fiscal report was given stating that we have a balance of \$966,000.11.
5. **Approval of Disbursement of Funds:** Request to purchase Infadent Oral Health Kits, Preventive Dental Specialties Safety Tooth Brushes, Tips on Tots Growth and Development Posters, and the Getting Ready for Kindergarten Brochures was presented. Jim Chapman moved that the Executive Director be allowed to expend up to \$7,500 for these items, Dave Jones seconded the motion, and it passed by a unanimous vote of the Commission. The executive director is to get the Kindergarten brochure reviewed by some child care personnel and a kindergarten teacher before ordering.

6. **Membership Update:** The vacancy is not filled yet. There are a few that have expressed interest but have not submitted applications yet. The election of officers is tabled until the vacancy is filled and the members whose terms are expiring on 12/31/01 have been reappointed.

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6. **Consideration of Mini Grant Requests:** A mini grant request for Susanville Indian Rancheria Child Care Center was considered. Yvonne O'Neill moved that the application be approved in the amount of \$9,969.00, Jim Chapman seconded the motion, Karol Merten abstained from reviewing or voting on this application, and the remaining members passed the motion unanimously.

A mini grant request for Susanville United Methodist Church Preschool was considered. Jim Chapman moved that the application be approved in the amount of \$10,000.00, Dave Jones seconded the motion, and the members passed the motion unanimously.

A mini grant request for Fetal Alcohol Services, Inc. was considered. Dave Jones moved that the application be approved in the amount of \$10,000.00 with extended fiscal monitoring, Betsy Elam seconded the motion, Yvonne O'Neill abstained from reviewing or voting on this application, and the remaining members passed the motion unanimously.

7. **Allocation of Additional Funds for Expansion of Contract with ComPAC to include School Readiness Project:** At this time it is still unclear how much additional funds to suggest be allocated to ComPAC for the School Readiness Initiative. As the Initiative and application develops it will become more clear. The concept of allocating additional funds to ComPAC for Family Resource Centers/School Readiness Centers in other geographical areas of the County was presented. Our needs assessments indicate the need and desire for family resource centers throughout Lassen County. Commissioner Chapman indicated that he would like to see the School Readiness/Family Resource Center topic on the retreat agenda so he can thoroughly understand the concept and all aspects of implementation. This item will be placed on the January agenda for action if it is appropriate at that time. If not, it will be placed on subsequent a subsequent agenda

The balance of mini grant funds is \$35,050.00. Laura asked for direction when private individuals call for mini grant applications and want to propose a modification to their home structure or, in the instance of the current request, a different fence that will allow them to finish their child care licensing process. With regard to home improvements commissioners felt that there should be no home improvements allowed because the funding is public funding and you can't make a gift of public funds. Some commissioners felt that family home child care businesses should be permitted

to apply for funding for capital improvement types of items that are portable only and if there is a commitment received to stay in the business of child care. Even then this should be allowed only as a last resort. The provider should explore other sources of funding first.

8. **Updates: Child Care Compensation and Retention Project:** The draft application forms, press release, brochure and other policies have been developed and are being field

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tested. This initiative should implement in January. **School Readiness Initiative:** Barbara Tiner reported on this project. She stated that the two consultants continuing their work on the project.

Locally we are continuing to provide all of the information, statistics and organizational work to assist in the completion of the application.

New Parent Kit: Kits are ordered and distribution should begin in January. The additional items that were authorized today will be ordered and added to the kits. The resource directory should be ready soon. It is also being translated into Spanish. **Oral Health Project:** Strategy planning meeting is set for January 4, 2002 in Portola. A training meeting for Dentists is scheduled for December 13, and being conducted by the Lassen Dental Hygiene group. **Strategic Plan Revision:** Set for after the first of the year at a retreat session. **Miscellaneous:** Information was presented on the Safe From the Start project, Supplementation vs. Supplantation, the new CBO Project (public awareness plan), and the progress on an application process for requesting higher implementation funds for rural counties.

9. **Open Comment:** Everyone was encouraged to turn in their mini grant review sheets once again.
15. **Next Meeting:** The next meeting is set for January 3rd, 2001, at 1:30 p.m. at the Barry Creek Meeting Center.
16. **Adjournment:** There being no further business the meeting was adjourned at 3:17 p.m.